

HUMAN RESOURCES OFFICE
Naval Support Activity Bahrain
Vacancy Announcement
Announcement Number - NSA-10-103R
READ THIS ENTIRE ANNOUNCEMENT CAREFULLY

OPENING DATE: 10 February 2011

CLOSING DATE: 17 February 2011

Position Title: NURSE (OCCUPATIONAL HEALTH)

Pay Plan-Series-Grade: YH-0610-02

Status: Full-Time Permanent

Yearly Salary Range: \$40,695- \$110,104

Location: MEDICAL CLINIC, BAHRAIN

Area of Consideration: **Current Federal Employees; Military Spouse Preference/Family Member's eligibles residing in the Commuting Area; Veterans Employment Opportunity Act (VEOA) eligibles. NAF - Interchangeable**

ABOUT THE JOB

This position is located at the Naval Branch Health Clinic (NBHC), Bahrain. The incumbent serves as supervisor of the Occupational Health (OH) section at NBHC. The incumbent assigns work on a daily basis and assures that production and accuracy requirements are met; prepares and forwards OH section budget requests; makes recommendations to the Occupational Health Department Head regarding training and education requirements, performance standards and enlisted performance evaluation ratings; is under the oversight of the senior OHN located at the US Navy Hospital Sigonella, Italy. Plans work to be accomplished by subordinates, sets and adjust short term priorities and prepare schedules for completion of work. Assigns work to subordinates based on priorities, selective consideration of assignments, and the capabilities of employees. Provides advice, counsel and instruction to employees on both professional and administrative matters. Identifies development and training needs of employees and provides or makes arrangements for needed development and training. Finds ways to improve production or increase the quality of work directed.

QUALIFICATIONS/EVALUATION METHOD

- Candidates must meet the minimum OPM qualifications requirements established for the lowest level of work within the pay band. Times in grade restrictions are not applicable to NSPS positions. However, in addition to meeting the minimum pay band entry requirements, the quality of experience must clearly demonstrate to what extent an applicant's background and recency of experience, education, and training are relevant to the duties and responsibilities of the position.

CONDITIONS OF EMPLOYMENT

1. Selectee must undergo a background investigation;
2. Must be a U.S. Citizen; and
3. Permanent, Full-time, work schedule not to exceed 80 hours per pay period.

REQUIRED DOCUMENTS

1. **Resume:** In order for the work experience to be evaluated, applicants must identify the name and phone number of each employer, the title of each job performed, as well as the start and ending dates of employment. If this information is not provided your application will not be evaluated for the position.
2. Copy of Transcripts to receive credit for education;
3. Copy of SF-50 (Notification of Personnel Action) for current federal employee on Leave Without Pay (LWOP);
4. Questionnaire for Military Spouse or Family Member Preference; and
5. Copy of spouse's PCS orders and Dependent Entry Approval.
6. DD-214 if applicable.

All documents must be legible! If all the required documents above are not provided your application will not be considered. Do not submit any documents not listed above. IMPORTANT! DO NOT SUBMIT unsolicited documents.

NOTICES

**HAND DELIVER APPLICATIONS TO:
Naval Support Activity Bahrain, Human Resources Office, Bldg 267**

Applications not received by the closing date will not be considered.

- Living Quarters Allowance (LQA), Transportation Agreement or any other benefits normally paid to a “Stateside/CONUS” hire will **NOT** be granted.
- Military Spouse Preference eligibles **will lose** their preference upon acceptance or declination of a job offer to a permanent position.

MANAGEMENT MAY FILL THE VACANCY BY METHODS OTHER THAN MERIT STAFFING PROCEDURES.

THE DEPARTMENT OF THE NAVY IS AN EQUAL OPPORTUNITY EMPLOYER.

* Employment under ‘Schedule A’ authority may not extend longer than 2 months following the transfer of the sponsor from the commuting area of his or her duty station, the separation of the appointee’s sponsor, or beyond the time the employee ceases to be a family member.
